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Medical Command

FAMILY ADVOCACY

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(Capt Wendyann Wyatt)

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The OPR for this supplement is 45 MDOS/SGOHS (Capt Wendyann Wyatt). This supplement implements and extends the guidance of the Air Force Instruction (AFI) 40-301, *Family Advocacy Program (FAP)*, 1 May 2002. The AFI is published word-for-word without editorial review. The 45th Space Wing (45 SW) supplemental material is indicated in bold face. This supplement describes the 45 SW procedures for use in conjunction with the basic AFI. Upon receipt of this integrated supplement, discard the Air Force basic publication.

1.4.8.1. (Added) Memorandum of Understanding (MOU): The FAP has a MOU with the Florida Department of Children and Families (DCF) for general notification procedures, after hours reporting of child maltreatment on Patrick AFB, Active Duty (AD) family child maltreatment off Patrick AFB, child removal if necessary and participation in meetings. Responsibility of removal and/or return of children lies with the DCF.

1.5.4.2. Approve nominations for membership on the Central Registry Board (CRB), Child Sexual Maltreatment Response Team (CSMRT), and the High Risk for Violence Response Team (HRVRT).

1.7.3. Chairs the Clinical Case Staffing meeting, CSMRT, HRVRT, and the New Parent Support Program team case staffing meeting.

1.7.14. Serves as a member of the Family Advocacy Committee (FAC) and CRB.

1.10.6. (Added) Squadron commanders or their designee will serve as members of the CRB and will participate in the discussions involving his/her squadron service members.

1.11.2. Process not applicable to the CRB.

1.12.2. Nominates an attorney to serve on the CRB, CSMRT and HRVRT.

1.13.2. Serves, or nominates a senior member of Security Forces, as a representative to the CRB and HRVRT.

1.14.1. Serves, or designates a senior representative to serve, on the installation FAC, CRB, CSMRT, and HRVRT.

1.16.2. Process not applicable to the CRB.

1.17.2. Process not applicable to the CRB.

1.20.1.1. (Added) Maltreatment reporting procedures for installation agencies and individuals: During normal duty hours, allegations of family maltreatment will be referred to the FAP. In addition, when allegations involve children the referring individual/organization will also call the Florida Abuse Hotline at 1-800-962-2873. After duty hours, on Patrick AFB, family maltreatment referrals will be reported to Security Forces who will in turn notify the Life Skills Support Flight on-call provider. The on-call provider will assess and make recommendations relative to safety and will inform the FAP staff of the incident the following duty day. DCF will report to FAP any cases involving AD families at off base locations reporting maltreatment will be IAW the MOU between the 45th Space Wing and DCF.

4.1.1. Central Registry Board: The CRB is a pilot program initiative between the United States Air Force and Stony Brook University. The CRB is designed to replace the Family Maltreatment Case Management Team (FMCMT) as a means for making case status determinations. The purpose of the CRB is to decide which incidents meet the Air Force definitions of family maltreatment for entry into the Air Force Central Registry. The Vice Wing Commander will chair the CRB, or may delegate this role to the Mission Support Group Commander. The chairperson cannot be delegated lower than the Mission Support Group Commander level. CRB membership will include the Chief of Military Justice, Command Chief Master Sergeant (or senior First Sergeant alternate), Security Forces Investigation Representative, and Air Force Office of Special Investigation, Family Advocacy Officer (FAO) and AD victim and/or offender's Squadron Commander(s) or designee (only for his/her cases). The CRB operates according to HQ AFMOA guidelines.

4.1.1.2. Meets at the call of the chairperson, but at least monthly, unless there are no new cases.

4.1.1.3. Decides which incidents meet the Air Force definitions of family maltreatment for entry into the Air Force Central Registry.

4.1.1.4. Ensures involved adult family members receive notification of CRB results.

4.1.1.5. Ensures squadron commanders are notified and requested to attend as members of the CRB team when reviewing their squadron member's case.

4.1.1.6. Ensures squadron commanders are informed of CRB decisions regarding their squadron member.

4.1.1.7. Case review process is not applicable to the CRB.

4.1.1.8. Case closure and transfer decisions are not applicable to the CRB.

4.1.4. (Added) Clinical Case Staffing (CCS) Team: The purpose of the CCS is to clinically consult about the assessment and ongoing case management of interventions with families having allegations of maltreatment. The CCS is designed to replace the treatment recommendation function of the FMCMT. Membership will include the FAO (or alternate FAO) and Family Advocacy Treatment Manager at a minimum. No less than two privileged providers will be in attendance. The CCS will meet at the call of the FAO, but at least monthly, prior to the CRB. Initial case presentation to the CCS will occur within 60 days of referral.

4.1.4.1. (Added) Initially reviews each new FAP referral within 60 days of receipt of the referral. Reviews each open case at least quarterly. Child sexual maltreatment cases are reviewed monthly.

4.1.4.2. (Added) Makes case closure and transfer decisions.

4.2.1. The CCS will staff all new referrals.

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